



**SELF-ADVOCACY STANDING COMMITTEE**  
**DRAFT MINUTES**

March 5, 2014

11:00 a.m. - 12:00 p.m.

Arizona Developmental Disabilities Planning Council  
1740 West Adams Street, Suite 410  
Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on March 5, 2014 at the ADDPC, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

<b>Members Present</b>	
Tom Uno, Chair, Teleconference	Monica Cooper, Teleconference
Susie Cannata	Tim Martin, Teleconference
David Copins, Teleconference	

<b>Staff/Members of the Public</b>	<b>Members Regrets or Absent</b>
Marcella Crane, Contracts Manager	Regrets - Madeline Corzine
Lani St. Cyr, Fiscal Manager	Absent - Elmer Saufkie
Michael Leyva, Grants Coordinator, Teleconference	
Larry Clausen, Executive Director	

**A. Call to Order:**

Tom Uno welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC) Self-Advocacy standing committee meeting. Meeting was called to order at 11:05 a.m. and introductions were made.

**B. Minutes Approval**

The Minutes from the August 23, 2013 committee meeting were approved with no changes.

- Motion by Tim Martin to accept the Minutes.
- Motion was seconded by Susie Cannata.
- Motion carried.

**C. Self-Advocacy Organizational Support, RFGA Review / Approval of Applicant**

Marcella Crane provided an overview of the competitive grant solicitation to support new and existing self-advocacy organizations that ultimately will be participating in the development of a self-advocacy alliance. The grant solicitation was released on November 21, 2013 and due on January 16, 2014. Four applications were received; one was received after the due date/time and could not be accepted. Of the four applications received, a preliminary review of each application found that three of the applications were non-responsive to the requirements of the grant solicitation and therefore could not be reviewed.

An outside evaluation committee was established to review the one application that met all the requirements of the grant solicitation. The application was submitted by Direct Center for Independence based in Tucson, AZ. The evaluation committee met twice during this process, first to discuss strength and weaknesses of the application. Based on this process, a clarification was proposed for the applicant to address, and the response was further discussed by the evaluation committee to accept the clarification. Based on their response to adhere to the requirements of the scope of work, the evaluation committee made a recommendation to the Council for an award.

The members of the Self-Advocacy Committee were afforded the clarification letter and the response from the applicant. Several areas of the proposed project were discussed, including the proposed target communities, staffing to support the project and other budget costs.

- Motion was made by Monica Cooper to approve the application from Direct Center for Independence for an award amount of \$81,491. The committee makes this recommendation to the Executive Committee.
- Motion was seconded by David Copins.
- Motion carried.

Tim Martin requested to speak to the committee after the vote to address his thoughts on ways the committee can really be supporting local self-advocacy efforts. Tim stated that local self-advocacy groups may not achieve autonomy and will continue to need resources, training and technical assistance. In order to sustain self-advocacy groups, there would need to be an organized supports in the community and statewide help. Relationships with other organizations should be cultivated to recognize and support self-advocacy efforts.

**D. Release of RFGA for Self-Advocacy Organizational Support, Round 2**

Marcella Crane discussed the reasons to re-release the RFGA for Self-Advocacy Organizational Support. As previously stated, three of the grant applications received were considered non-responsive to the scope of work, and the fourth application arrived after the due date and time and could not be received. In addition, there are funds allocated to this initiative that should be obligated to support the Goal of Self-Advocacy. Staff made minor

revisions the original scope of work, specifically asking potential applicants to address each of the objectives identified, clarifying the Tasks that the applicant should have experience in conducting and providing an overview of what type of projects this RFGA will not consider for funding.

An area that will be clarified in the Task and Strategies of the RFGA will be a requirement for the applicant to establish and maintain partnerships for local self-advocacy groups to seek support from once ADDPC funding ends. Though it is the desire of the Council to support local self-advocacy groups with initial funding, the Council also understands that the ability for a self-advocacy group to be fully autonomous and sustained may not come to fruition as barriers to sustainability will need to be addressed on an ongoing basis, such as continued funding, training, recruitment of membership, etc. The re-release of the RFGA, with the additional change as discussed by the committee, is approved per the motion.

- Motion was made by Tim Martin to add the additional Task and Strategy that community partnerships shall be established and maintained to support self-advocacy organizations and for the ADDPC to release the RFGA.
- Motion was seconded by Susie Cannata.
- Motion carried.

#### **E. Release of RFGA for Self-Advocacy Training - Discussion of Draft Scope of Work**

Marcella Crane provided an overview of the draft Scope of Work. The scope of work will address three objectives: to support the leadership capacity of self-advocates and increase their involvement in civic/leadership activities; to build community capacity for inclusion; and to strengthen the capacity of self-advocacy organizations to promote systems change.

A main component of this solicitation is for the applicant to use an existing training approach that is evidence based, or develop an innovative design and approach to increase the development of self-advocacy competency for an individual or organization. The scope of work will be released in a competitive RFGA process, where multiple awards may be made, and funding will be up to three years. Staff is currently identifying the amount of dollars to allocate.

As no formal action was taken on this agenda item, Chairperson Tom Uno stated for staff to develop a draft scope of work for discussion and approval prior to release. In addition, the Chairperson also requested staff to develop a scope of work for another grant solicitation that will target ways to support self-advocacy. The ideal applicant will have the ability to develop, identify and maintain relationships in the community that can be of assistance to local self-advocates/self-advocacy organizations as a way of supporting (not dictating) their efforts.

**F. Call to the Public**

No Public members were in attendance.

**G. Adjourn**

The meeting was adjourned at 11:55 a.m.